**APPLICATION FORM**

Please write in block letters, using black ink, or type.

Where necessary continue your answers on a separate sheet of paper.

|  |
| --- |
| Which post are you applying for?  How did you hear of this vacancy? |
| Surname: Forenames: |
| Address: Telephone:  Home:  Work:  Email Address: |
| Name and Address of present/most recent employer:  Telephone: |
| Current post title and brief description of duties: |
| Date Appointed: Current Salary: |
| Period of notice required by present employer: |
| References: Please give names and addresses of two referees, both references must be your current or most recent employer/educational establishment. |
| 1.  Telephone: |
| 2.  Telephone: |
| General Education Subjects Level Grade Year Obtained |
| **Further education/ professional qualification**  Course Qualification Grade/Class |
| **Employment History**  Name/Address of employer Dates Position Salary/Wage Reason for Leaving  (most recent first) |
| **Voluntary Work**  Please give details of any voluntary work or community activity. |
| **Right to work in the United Kingdom**  Do you have a right to work in the UK?  In order to comply with the Immigration, Asylum and Nationality Act 2006 we will ask you to provide documentary evidence of your work in the UK during the recruitment process. |
| Please state briefly why you are interested in applying for this post. |
| **Supplementary Information**  This is an opportunity to draw attention to aspects of your career, training courses attended, interests, ambitions etc, which make you suitable for this post. Please attach additional sheets if necessary. |
| The information given in this application is, to the best of my knowledge, true and accurate. Please note that if you give untrue or inaccurate information any employment contract may be invalidated and the employee subject to disciplinary action or dismissal.  Signature of applicant:  Date: |

**Please return all application forms to lauren@carerstrusthr.co.uk**